TRACS User Recertification Notification

Begin: December 9, 2019
End: January 31, 2020

TRACS system users (M-id or I-id holders) are required to: [i] recertify annually and [ii] reactivate user accounts after 90 days of account inactivity (90 Day Rule). These system access requirements result from the following Policy:

- National Institute of Technology (NIST) Special Publication (SP) 800-53 Control: AC – 2;

- HUD Information Technology (IT) Security Policy 2400.25 REV 4: 5.2.2 – H. Ensure that user access is reviewed once a year; and

- HUD Information Technology (IT) Security Policy 2400.25 REV 4: 5.2.2 – J. Ensure that user IDs are disabled after a period of inactivity of no more than 90 days.

TRACS recertification policy allows Coordinators to certify roles and accounts for the specified users. Coordinators must use the TRACS Recertification Subsystem available through Secure Systems/TRACS to perform recertification and reactivation functions.

A copy of the TRACS Recertification Internet User's Guide for external users is located at the bottom of the page at:
https://www.hud.gov/program_offices/housing/mfh/trx/trxsum

Questions relative to the FY 2020 TRACS Annual User Recertification requirement should be addressed to:

Email Address: TRACS@hud.gov or
The Multifamily Housing Helpdesk @ 1-800-767-7588.